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23 March 1956

MEMORANDUM FOR: Project Comptroller

SUBJECT : Per Diem Payments for Returnees Who Are TDY
Washington Between Assignments

REFERENCE : [] dated 19 March 1956

1. I have carefully reviewed the referenced memorandum and its several attachments, and in addition I have discussed the matter with [] in an effort to arrive at a determination that would put this problem to rest, and also establish a procedure through which we could avoid similar mistakes in the future.

2. Our basic trouble seems to me to be attributable to the early days of the administration of the Project, when the Office of Communications convinced us that they should handle the administrative aspects of returning personnel to the ZI from their overseas stations, for training in the special needs of the Project. We should have insisted on coordination of these travel orders at that time, something we were unable to do because of a shortage of personnel.

3. I believe it best to settle this matter within the provisions of Paragraph 45 of the Standard Government Travel Regulations as you suggest. Office of Communication practice in similar cases seem to be a workable precedent. I feel we should therefore adopt the following procedure in these and any similar cases that may occur:

- a. During the first 10 days of such TDY Washington, the rate of per diem to be: \$12
- b. During succeeding days of such TDY Washington, the rate of per diem to be: \$8
- c. Departure from Washington for training elsewhere and then return to Washington does not constitute re-establishment of the initial \$12 per diem.

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- d. I would expect the Office of Communications to provide written justification for retaining anyone on the above arrangement for a period of time in excess of the maximum limit set forth in CIA Regulation (Tentative), such justification to be supplied prior to the expiration of the 180 day period.

JAMES A. CUNNINGHAM, JR.
Director of Administration

JAC:aml (23 March 1956)

- 1 - Addressee
- 2 - Commo
- 3 - Personnel
- 4 - Admin
- 5 - Proj. Reading ✓
- 6 - Proj. Chrono